

Job Title: Land Development Engineer

### **SUMMARY**

Under general supervision of the Senior Civil Engineer, performs the duties of a Land Development Engineer. This is a non-supervisory position.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties while in other cases related duties may also be assigned.

- Reviews maps (including Parcel maps, Tentative Maps, Final Maps, Record Maps, Official Maps and Surveys, Lot line adjustments, Corrected and Amended Maps) for compliance with the State of California Sub-division map act and recommends for approval by the City Engineer.
- Reviews and performs plan reviews of subdivision improvement and development plans, soil and geotechnical reports, civil and structural calculations.
- On behalf of the City Engineer, formulates conditions of approval for all subdivision improvements and proposed developments, and provides the conditions of approval to the Community Development Department.
- Reviews and approves corrected plans.
- Provides information regarding subdivision and site development program procedures, required submittals, plan processing and inspection to interested parties.
- Reviews and approves insurance and bonding requirements for subdivision improvements. Performs final construction reviews and sign off of bonds.
- Develops and implements department design standards, policy and procedures.
- Researches and recommends opportunities for improvements.
- Coordinates work with architects, engineers, property owners, developers and City staff from other departments.
- Provides comments and conditions on planning applications for development.
- Maintains construction codes in conformance with current State law.
- Selects consultants for peer review of soils, hydrology, structural and accessibility elements of complex plans.
- Assists in issuance of encroachment permits for land development projects.
- Issues grading permits.
- Manages the City's Clean Stormwater Program.
- Performs field inspection on construction projects to ensure compliance with contract requirements.

**KNOWLEDGE OF:**

Methods, materials, techniques and practices employed in the field of civil engineering, land surveying and site development, design, construction and inspection. Principles of Civil Engineering. Principles of Land Surveying. California State Subdivision Map Act. State Drainage laws. Local Municipal Code. State and Federal ADA accessibility requirements.

**ABILITY TO:**

Perform plan checks. Formulate, implement and maintain policy and procedure. Communicate effectively orally and in writing. Establish and maintain effective working relationships with other City department staff, consulting engineers, developers (including contractors) and the public. Prepare clear, concise, and accurate reports. Interpret the municipal codes related to land development and construction.

**EDUCATION AND EXPERIENCE:**

Any combination of education and experience that demonstrates possession of the requisite knowledge, skill and abilities. A typical way to obtain these would be: BA/BS degree from an accredited college in Civil Engineering and ten years post degree experience in the field of civil engineering design, specializing in Land Development Engineering. Registered Civil Engineer preferred, but not required. A thorough working knowledge of the Subdivision Map Act is essential for this position. Extensive knowledge of construction methods including field inspection.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to stand, walk, sit, talk and hear. The employee frequently is required to use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and ability to adjust focus.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORK ENVIRONMENT:**

While performing the duties of this job, the employee frequently works indoors and frequently works near video display. The employee is occasionally exposed to outside weather conditions and occasionally works evenings or weekends.

The noise level in the work environment is usually moderate.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

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